

Meeting of the Faculty Senate of the Tennessee State University
January 25, 2018, Faculty Senate Room

- I. The meeting opened at 2:40 PM. Dr. Achintya Ray, Chair, welcomed Senators. Explained current meeting is a postponement of the originally scheduled meeting due to inclement weather during the third Thursday.
- II. Chair Ray asked for discussion of minutes November 16, 2017 meeting. Minutes were passed unanimously without changes.
- III. Chair Ray announced the full implementation of the Non-Instructional Leave policy. Committee, chaired by Dr. Eric Schmeller, met over break to prepare policies. Applications will be submitted via Dropbox within elearn. Chair Ray urged Senators to distribute the instructions for Non-Instructional Leave email that he sent to us this week. Dr. Ray reported he is working with IT to give all faculty access to the listserv. Dr. Ray gave the floor to Dr. Schmeller.
 - a. Dr. Schmeller thanked the Faculty Senate for its role in developing the Non-Instructional Leave policy. Dr. Schmeller expressed goal of transparency and accessibility for all tenured faculty; an elearn account has been set up for the application process. The shell is now available for uploading. The application consists of an application form (2 pages), abstract, proposal, and a vita. February 28, 2018 is the application deadline. Plan is to notify faculty before the end of the Spring semester. Dr. Schmeller is working on a FAQ. Questions have been raised regarding benefits. Dr. Schmeller reported that Dr. Mosley stated that benefits would continue whether one semester or two are taken.
 - b. Dr. Ray reported he is estimating the cost of Non-Instructional Leave to the University. He is comparing faculty salaries and benefits with costs for hiring adjuncts. The money saved by the University by reducing salaries could be less than the cost of hiring adjuncts. The cost of NIL to the University could be low if not neutral.
 - c. Senator asked if there were limits on the number of times one could receive NIL. Dr. Ray responded one could reapply after 7 years.
 - d. Dr. Ray stated that Department Chairs are eligible for NIA because they are faculty and not administrators.
- IV. Chair Ray introduced Dr. Hurst to report on the Sick Leave Bank Board, part of the Faculty Welfare and Benefits Committee.
 - a. Dr. Hurst reported the Sick Leave Bank met multiple times over break, working to clarify the policy in preparation for implementation. Modifications were made to have consistency between the Faculty and Staff Sick leave Policies.
 - b. Dr. Hurst reported FAQs:

- a. Eligible people are all faculty.
- b. Applications will be maintained on a website by the Sick Leave Board.
- c. The regular enrollment period will occur during the annual enrollment.
- d. Sick Leave Bank is non-transferable when employees leave the University.
- e. The limit on the number of days is no more than 20 consecutive days. Max for any fiscal year is 60 days. Maximum for any one illness/event is 90 days.
- f. Faculty may donate additional days to their bank.
- g. Faculty leaving the University may donate their approved sick leave to the bank.
- h. A 60 day minimum balance is to be maintained in the bank.
- i. You cannot receive sick leave if you are getting workman's compensation.
- j. The Staff Sick Leave Policy has no language pertaining to pregnancy. Faculty Sick Leave Bank Board decided to handle pregnancy on a case-by-case basis, no differently from other medical conditions. A senator raised that ADA classifies pregnancy as a temporary disability. Ms. Spears is on the Board and should address this.
- k. Inclusion of adjunct faculty was discussed but rejected.
- l. Bilateral, person-to-person donations are not allowed.
- c. Chair Ray put forth an amendment to add an annual "fee" of 2 days to continue to remain a member of the Bank after an initial enrollment, which requires a payment of 3 days. This is proposed as a method for maintaining the supply and is a policy at the University of Michigan. HR would have the task of implementing the annual 2 day deduction. Dr. Ray proposed that the Board could opt to suspend the annual fee for a year, if the supply is ample. Chair Ray moved to vote on the proposed amendment:

"After the initial enrollment, members shall be assessed 2 days of sick leave on the first business day after the 365 days after joining. No sick leave shall be deducted annually if the member has exhausted all (a) sick leave days, (b) has less than 6 days of sick leave accumulated."

- a. Senators discussed this amendment. There was no movement on this amendment. Dr. Ray took the amendment off the table.
 - b. Chair Ray asked for any other amendments. No amendments were proposed.
 - c. Chair asked for a vote on the policy. Adopted with one opposition vote.
- V. Chair Ray reviewed amendments made to the Grade Appeal Policy; these amendments were approved at the prior Senate Meeting. Chair Ray asked for any additional amendments; none were proposed. Policy was adopted unanimously.
- VI. Chair Ray introduced Secretary Kelly to present the Faculty Mentorship proposal drafted by the Professional Development Committee.
- a. Senators discussed the proposal.

- b. Amendment will be that the Faculty Senate's Professional Development Committee will be responsible for the University-wide ad hoc Faculty Mentorship Committee who will implement this proposal.
 - c. Proposal with amendment were approved unanimously.
- VII. Chair Ray reported current enrollment numbers and discussed secondary financial concerns. Dr. Ray reported a drop from \$22.4 to \$12.4 million dollars in unrestricted funds in one year. Chair Ray asked what can be done by Faculty Senate in the next 3-5 months to address this. Chair Ray gave the floor to Board Member, Dr. Sekmen.
 - a. Dr. Sekmen reported he has proposed agenda items, and longer Board meeting times, for the March meeting.
 - b. Issues related to the University's administrative structure, and how we compare with other institutions, were raised.
 - c. Dr. Ray proposed reconvening Faculty Senate in two weeks (February 8, 2018) for an Emergency Meeting to discuss the enrollment situation and the fiscal situation at the University. Dr. Ray gave the charge that each committee will meet during this time and bring ideas to the meeting (e.g., initiatives, restructuring proposals, data needed).
- VIII. Chair Ray gave the floor to President-Elect Burkes to report on the Cumberland Project.
 - a. Senator Burkes reported that portions of the land intended for the proposed Cumberland Project are in a flood zone, stating that it is illegal to build in certain portions.
 - b. A senator reported that TSU administration is aware of this concern and that engineers can work around these issues.
- IX. Chair Ray asked Committee chairs to email him reports in preparation for the meeting scheduled for February 8, 2018. Senator Kilbourne moved to adjourn. Senator Hurst seconded. Meeting was adjourned at 4:35 PM.

Respectfully submitted,

Kiesa Kelly, Secretary

In attendance:

Akbar, M.

Armwood, C.

Badamdorj, D.

Boadi, W.

Broyles, T.

Bryan, K.

Burks, G.
Campbell, D.
de Casal, C.
Fleming, R.
Hurst, C.
Kelly, K.
Kilbourne, B.
Kamssu, A.
Mirani, M.
Noble-Britton, P.
Pleban, F.
Taheri, Ali
Ray, A.
Sutton, W.
Van Dyke, J.
Triplett, K.
Williams, L.
Yao, F.
Zhou, S.

Sekmen, A. – invited guest